

Medicaid Administrative Match – Schools Staff Eligibility

Below are the Personnel Reporting Instruction (S-275) codes of staff potentially eligible to participate in the MAM Time Study.

| Program Codes* | Activity Codes* |
|-------------------------------------|---------------------------------------|
| 01 – Basic Education | 21 – Instructional Program Leadership |
| 21 – State Special Education | 23 – Management and coordination |
| 31 – State Vocational Education | 24 – Counseling and Guidance |
| 45 – State Skills Center | 26 – Health Related Services |
| 55 – State Learning Assist. Program | 27 - Teaching |
| 65 – State Transitional Bilingual | 28 - Extracurricular |
| 66 – State Student Achievement | |
| 74 – Highly Capable | |
| 79 - Instructional Programs | |

The district will evaluate the staff’s assigned duties and activities within the above categories to determine which are reasonable to or appropriate to participate. **Only input into the “staff and security” section of the automated system staff who will be participating in the time study.**

The staff listed in the “staff and security” section of the automated system MUST receive a time study form for each time study day. Exception:

- Staff in districts with 150 or more participating/non-designated staff will be part of a random selection process and will receive time study forms only if selected.
- Designated staff must receive a Time Study form for each Time Study day.

All staff listed in the “staff and security” section of the automated system must be trained in the MAM Program. Allowable activities and Time Study instructions are required elements of staff training.

The staff contract information the MAM Coordinator will enter into “staff and security” in the automated system is in the Manual; as well as instructions for system input and use.

Below are S275 or payroll codes of staff not eligible to participate in the time study.

| Program Codes* |
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| 24,26,29,38,39,46,51,52,53,54,56,57,61,64,67,68,69,71,73,76,77,78,81,86,88,89,97,98,99,CP, SB |

| Activity Codes* |
|---|
| 11,12,13,14,22,25,41,44,51,52,53,61,62,63,64, 65, 67, 72, 73, 74, 75, 91, CP, SB |

*The above codes are from the OSPI Appendix A of the S-275 Personnel Reporting Instructions for School Year 2003-2004, page 62.